


PS COMMITTEE #2
January 20, 2011
Update

MEMORANDUM

January 19, 2011

TO: Public Safety Committee

FROM: Essie McGuire, Legislative Analyst 

SUBJECT: **Update – MCFRS Policy on Support Vehicles**

Today the Public Safety Committee will receive an update on the Montgomery County Fire and Rescue Service (MCFRS) policy on Assignment and Use of Fire and Rescue Support Vehicles. Fire Chief Richard Bowers and George Giebel, Staff Director, Fire and Emergency Services Commission, will be present to discuss this issue with the Committee. Marcine Goodloe, President, and Eric Bernard, Executive Director, Montgomery County Volunteer Fire Rescue Association (MCVFRA), are also expected to attend the worksession.

This policy is before the Committee for update and discussion today; it does not require Council approval. The Committee has previously expressed interest in updating the policy regarding support vehicles, in receiving an inventory of these vehicles, and in understanding the accountability and oversight for these vehicles from both MCFRS and the Local Volunteer Fire Departments (LFRDs). Support vehicles include those that are passenger or light-duty vehicles weighing less than 10,001 pounds.

The support vehicle policy was last updated in 1996. MCFRS has drafted an updated policy and submitted it for public notice and comment. MCFRS will submit this final draft version of the policy to the Fire and Emergency Services Commission, which “must review and may approve or disapprove any generally applicable Fire and Rescue policy or regulation proposed by the Fire Chief, including any regulation that may be issued by the County Executive.” (County Code §21-2(d)(4), circles 18-19)

The Code also states that if the Commission does not approve or disapprove a policy within 60 days of receiving it from the Fire Chief, the policy is automatically approved (circle 19). **The Committee may want to discuss with the Fire Chief and Commission Staff Director the anticipated timeline for submitting the policy and its subsequent review by the Commission, particularly if the Committee intends to provide comments on the policy for consideration.**

A clean version of the revised draft policy is attached on circles 1-5; a mark-up copy showing changes from the 1996 version is attached at circles 6-13. MCFRS also provided the inventory of LFRD assigned support vehicles attached on circles 14-17. MCVFRA provided comments and concerns about the policy on circles 20-21.

POLICY ISSUES

Previously, there were two policies covering support vehicles, one for LFRD-assigned vehicles and one for MCFRS-assigned vehicles. The new policy is intended to consolidate all support vehicles into one policy and process framework. The primary changes of the updated policy include:

- Establishes an authorized complement of support vehicles including County and LFRD owned vehicles. This complement will be grandfathered in terms of status, funding support, and ownership. All future vehicles added to the complement by either the County or an LFRD must follow the new requirements of the policy.
- Authorizes the Fire Chief to review and approve all additions to the complement, including those purchased by an LFRD. An LFRD chief is responsible for assigning LFRD-purchased vehicles, and must notify the Fire Chief of their assignment.
- More clearly defines and standardizes the funding and accountability for vehicles according to whether they are County-owned or LFRD-owned. Currently, LFRD assigned vehicles can be supported and owned under a variety of funding and responsibility arrangements.
- Requires that any LFRD-owned vehicles must be supported by non-tax funds. If an LFRD purchases a vehicle but intends for it to be supported by tax funds, the vehicle must be titled to the County.
- The policy does not cover take-home vehicle policies or practices, other than to say that the policy does not preclude the Fire Chief from authorizing temporary use of a support vehicle on a take-home basis.

VEHICLE INVENTORY

The vehicle inventory attached on circles 14-17 constitutes the authorized complement of LFRD-assigned vehicles referenced in the policy. As noted above, these vehicles will be grandfathered in terms of ownership and funding support, and any additions to the complement will follow the new requirements of the policy.¹

The attached vehicle inventory does not include other MCFRS vehicles such as those associated with Fire Code Enforcement or other central functions. MCFRS is compiling this inventory at the time of this printing; Council staff will distribute the information as an addendum as soon as it is received.

The authorized LFRD complement includes 146 vehicles.

- Of these, 89 (61%) are owned by an LFRD and 57 (39%) are owned by the County.
- Of the 89 owned by an LFRD, 34 (38%) are entirely supported by LFRD funds and 55 (62%) are supported by County funds.
- Of the 146 LFRD vehicles then, a total of 112 (77%) are supported by County funds.

The vehicles are distributed as follows:

¹ Council staff understands that there may be some vehicles on the list that have already been slated for disposal, but remain on the inventory until disposal is completed.

Corporation	# stations	# vehicles	Corporation	# stations	# vehicles
Silver Spring VFD	3	7	Takoma Park VFD	1	5
Rockville VFD	4	15	Sandy Spring VFD	2	10
Kensington VFD	4	12	Bethesda Fire Dept	3	6
Chevy Chase Fire Dept	1	2	Gaithersburg/Wash. Grove VFD	2	7
Hyattstown VFD	1	8	Cabin John Park VFD	2	14
Glen Echo VFD	1	7	Hillandale VFD	2	4
Damascus VFD	1	6	Upper Montgomery VFD	1	8
Burtonsville VFD	1	8	Laytonsville VFD	1	9
Germantown VFD	1	5	BCC Rescue Squad	1	7
Wheaton Rescue Squad	1	6			

MCVFRA COMMENTS

MCVFRA provided comments and concerns about the policy on circles 20-21. The Association cites two primary concerns about the policy:

- MCVFRA disagrees with the provision that all vehicles that will be supported with tax funds must be titled to the County, even if it is purchased by an LFRD. This is indeed a change from the current policy, in which the LFRDs can own a vehicle that the County supports.
- MCVFRA would prefer that LFRDs have increased authority, such as the ability to authorize LFRD-owned vehicle use outside of the County and add to the LFRD complement. The revised policy authorizes the Fire Chief to approve these actions.

MCVFRA also raises the issue that replacement of vehicles is left to the discretion of the MCFRS fleet section staff and that the policy does not specify criteria.

MONTGOMERY COUNTY FIRE AND RESCUE SERVICE POLICY
ASSIGNMENT AND USE OF FIRE AND RESCUE SUPPORT VEHICLES

Issued by: Montgomery County Fire and Rescue Service
Authority: Montgomery County Code Section 21-3
Number 28-01AM
Effective Date:

Section 1. **Purpose:** To establish a policy for the purchase, assignment, and use of Montgomery County Fire and Rescue Service support vehicles.

Section 2. **Applicability.** This policy applies to all MCFRS personnel who drive or operate County support vehicles, including LFRD-owned vehicles. Any support vehicle that is purchased and/or supported with County tax funds is subject to this policy.

Section 3. **Definitions.**

- a. **Authorized Complement.** An inventory of all MCFRS support vehicles, including LFRD-purchased vehicles that the Fire Chief has authorized for MCFRS. Any additions to this list or deletions from this list must be approved by the Fire Chief.
- b. **County-Purchased Vehicle.** A vehicle titled to Montgomery County, whose acquisition and support costs, including vehicle insurance, fuel, maintenance, repairs and rehabilitation, are provided entirely by County tax funds.
- c. **County-Tax Supported Vehicle.** A vehicle titled to Montgomery County, whose support costs, including vehicle insurance, fuel, maintenance, repairs, and rehabilitation are provided by County tax funds.
- d. **Leased/Contract Vehicles.** A vehicle leased to MCFRS for a specific time period, upon loan terms or a contract.
- e. **Local Fire and Rescue Department (LFRD).** An individual fire or rescue corporation authorized under Montgomery County Code Sec. 21-5 to provide fire and rescue services.
- f. **LFRD-Purchased Vehicle.** A vehicle purchased and owned by an LFRD, whose costs, including vehicle insurance, fuel, maintenance, repairs and rehabilitation, are provided with non-tax funds.
- g. **LFRD Representative.** The authorized representative, if any, designated by a local fire and rescue department under Sec. 21-6 of the County Code.

- h. **MCFRS**. Abbreviation for the Montgomery County Fire and Rescue Service.
- i. **MCFRS Support Vehicle**. A County-purchased vehicle or County tax-supported vehicle, including passenger or light-duty utility vehicles weighing less than 10,001 lbs Gross Vehicle Weight. These vehicles include command and staff vehicles.
- j. **Personnel**. For the purpose of this policy, the term "personnel" includes all **MCFRS** administrative and IECS-certified operational personnel who are authorized to operate MCFRS or LFRD vehicles.

Section 4. **Policy**. The Fire Chief is authorized by Montgomery County Code Sec. 21-3 to establish policies for the appropriate purchase, distribution, assignment, accountability, and use of **MCFRS support vehicles**. These vehicles may be titled either to the County or to an **LFRD**. Appropriate provisions of this Policy also apply to vehicles leased by the County.

MCFRS vehicle operators and passengers must comply with all Maryland State Motor Vehicle laws, and **MCFRS** policies and regulations, including the ***mandatory requirement*** to wear seat belts at all times when a vehicle is in motion.

Section 5. **Procedures**.

- a. **VEHICLE ASSIGNMENTS AND REPLACEMENT**. The Fire Chief is responsible for assigning all **MCFRS support vehicles**, and will replace those vehicles as funding is made available. The **LFRD** Chief is responsible for assigning **LFRD-purchased vehicles**, and must notify the Fire Chief of the name(s) of the individual(s) to whom the vehicle(s) are assigned.
 - 1. Requests for the assignment or reassignment of **MCFRS support vehicles** must be made to the Fire Chief.
 - 2. All **MCFRS support vehicles** will be titled to Montgomery County. **LFRD** support vehicles purchased with "508" Funds may be titled to the **LFRD** and may receive County funding for maintenance, fuel, and insurance, if approved by the Fire Chief.
 - 3. **LFRD** vehicles that are purchased, titled and owned by the **LFRD** and whose costs, including vehicle insurance, fuel, maintenance, repairs and rehabilitation, are provided with non-tax funds.
 - 4. The **LFRD representative** or **LFRD** Chief must inform and coordinate with the Fire Chief or designee to obtain new vehicle title, registration, and insurance for **LFRD-purchased vehicles**.

5. **MCFRS** Fleet Section staff will evaluate the general condition of **MCFRS support vehicles** in considering their replacement.
 6. **LFRDs** must not purchase additional vehicles that exceed the authorized complement (attached) without the written approval of the Fire Chief.
- b. **VEHICLE USE.** The use of all tax-funded and tax-supported vehicles is subject to the conditions below.
1. Local official business travel use is authorized anywhere within Washington, D.C., Maryland, and Virginia.
 2. Non-local travel is authorized by County policy and the Fire Chief for **personnel** acting as approved official representatives at meetings, conventions, conferences, or functions.
 3. Any other use of **MCFRS support vehicles** outside of Montgomery County, Maryland, must be approved by the Fire Chief.
- c. **VEHICLE INSURANCE.** All **MCFRS** vehicles must be insured through the **MCFRS** insurance policy.
- d. **VEHICLE OPERATORS.**
1. **MCFRS** administrative **personnel** may operate vehicles **only** in non-emergency response mode.
 2. Vehicle operators must wear appropriate apparel that projects a favorable image of the fire and rescue service.
 3. In accordance with County Administrative Procedure, *Assignment and Use of County Vehicles*, Sections 1-4:
 - A. **Personnel** must **not** use **County-purchased vehicles** while engaged in or attending any political or partisan activity. Such activities include rallies, caucuses, promotional events, political speeches, and fund raisers, and driving individuals to the polls for a candidate or party.
 - B. **Personnel** **may** use **County-purchased vehicles** to attend official County government activities, or while on official County business, as stipulated in this policy.
 4. **Personnel** **must not** operate any vehicle if they have used or ingested any substance that may impair their ability to drive, as defined in **MCFRS Code of Ethics and On-Duty Personal Conduct**, and County policy. **Personnel** must also comply with the requirements below.

- A. **Personnel** who, while operating a County-owned, **LFRD-owned**, or County-**leased/contracted vehicle** are stopped by a police officer on suspicion of driving or attempting to drive the vehicle under the influence of alcohol, and are requested by the police officer to submit to a breathalyzer test for alcohol concentration, must:
 - i. submit to the test; and
 - ii. report the results of the test to their supervisor on the next business day following the test if the results of the test indicate a blood alcohol level of .02 or higher.
- B. **Personnel** who refuse to submit to a breathalyzer test must report this refusal to their supervisor on the next business day following their detention by the police officer.
- 5. **Personnel** must ensure that the **MCFRS support vehicle** is returned to the **MCFRS** Chief not later than the next business day following the individual's detention/arrest by a police officer.
- 6. **Personnel** must ensure that an **LFRD-purchased vehicle** is returned to the **LFRD** Chief not later than the next business day following the individual's detention/arrest by a police officer.
- 7. **Personnel** must *not* install or have installed any equipment in an **MCFRS support vehicle** without the prior written approval of the Fire Chief or designee.
- 8. The cost to remove existing and approved personally-owned and purchased equipment from an **MCFRS support vehicle** will be at the individual's expense.
- 9. No provision in this Policy may be interpreted to preclude the Fire Chief from authorizing the temporary use of a **MCFRS support vehicle** on a take-home basis for **personnel** whose duties include emergency stand-by or call back status.

Section 6. **Responsibility.** All **MCFRS personnel** must follow established procedures for the assignment and use of fire and rescue support vehicles.

- a. The Fire Chief must review requests for the use and replacement of **MCFRS support vehicles** and may deny the request.
- b. The Fire Chief must ensure that all **MCFRS** operational and administrative personnel follow established procedures for the assignment and use of **MCFRS support vehicles**.

- c. **MCFRS personnel** must follow Montgomery County Procurement regulations when purchasing **LFRD** vehicles with County tax funds.

Section 7. **Enforcement.** Failure to follow this policy may subject **MCFRS personnel** to an administrative review and/or disciplinary action by the Fire Chief, in compliance with applicable collective bargaining agreements.

The Fire Chief for cause may suspend or revoke vehicle use privileges and/or driving privileges at his/her sole discretion.

Section 8. **Effective Date.** This policy is effective on

Attachment: DRAFT LFRD Support Vehicle Listing, 12/12/2010

Approved:

Richard R. Bowers, Fire Chief
Montgomery County Fire and Rescue Service

Date

MONTGOMERY COUNTY FIRE AND RESCUE [COMMISSION] SERVICE POLICY
ASSIGNMENT AND USE OF FIRE AND RESCUE SUPPORT VEHICLES

Issued by: Montgomery County Fire and Rescue [Commission] Service
Authority: Montgomery County Code Section 21-[4B(e)]3
Number 28-01AM
Effective Date: [July 1 1996]

[SUMMARY: County-funded support vehicles are assigned to fire and rescue Corporations to assist in their administrative and daily operations and to facilitate the prompt response of volunteer command officers to emergency incidents. Both the Department of Fire and Rescue Services and the fire and rescue Corporations maintain a fleet of vehicles to support the delivery of fire, rescue, and emergency medical services, and to ensure the availability of appropriate vehicles and staff for immediate response to emergencies.]

[DEADLINES: Montgomery County Fire Board Comment: April 20, 1996]
[Fire and Rescue Corporations Comment: April 20, 1996]
[Dept. of Fire and Rescue Services Comment: April 20, 1996]

[ADDRESS: Send all comments pertaining to the proposed policy to George Giebel, Chairman, Montgomery County Fire and Rescue Commission, 12th Floor, 101 Monroe Street, Rockville, Maryland 20850]

[STAFF: For additional information, you may phone Beth Feldman, Administrative Specialist, Montgomery County Fire and Rescue Commission, 217-2461]

[BACKGROUND: The unique nature of providing emergency services requires that appropriate support vehicles and staff be available for immediate response. The use of these vehicles, whether owned by the County, owned by a Corporation and maintained with County tax funds, or owned and maintained solely by the Corporation, must also be consistent with the nature of the services provided. The appropriate distribution, assignment, use, and accountability for the vehicles must comply with the policies of the Fire and Rescue Commission.]

Section 1. **Purpose:** To establish a policy for the purchase, assignment, and use of [all fire and rescue support vehicles to transport uniformed and non-uniformed fire and rescue personnel and to enable them to efficiently perform job-related duties]
Montgomery County Fire and Rescue Service support vehicles.

Section 2. **Applicability.** This policy applies to all [fire and rescue] MCFRS personnel who drive or operate County[- or Corporation-owned fire, rescue, and emergency medical services] support vehicles[assigned either to an independent fire or rescue Corporation, or to the Department of Fire and Rescue Services], including LFRD-owned

vehicles. Any support vehicle that is purchased and/or supported with County tax funds is subject to this policy.

Section 3. **Definitions.**

- [a. Agency. The Fire Rescue Commission, an independent fire or rescue Corporation, or the Department of Fire and Rescue Services.]
- [b. Agency–assigned support vehicle. A vehicle assigned to a designated employee or agency for regular duty hour use and official fire/rescue service or government business purposes.]
- [c. Agency-assigned emergency support vehicle. A vehicle assigned by an agency to a designated individual whose service assignment requires maintaining around-the-clock emergency radio and/or telephone communications contact . This vehicle must be officially designated and equipped for emergency response and registered in the State of Maryland as an emergency vehicle.]
- a. **Authorized Complement.** An inventory of all MCFRS support vehicles, including LFRD-purchased vehicles that the Fire Chief has authorized for MCFRS. Any additions to this list or deletions from this list must be approved by the Fire Chief.
- [d. Competitive Bid Process. The process by which potential vendors are provided with written specifications or a description of the goods or services to be procured so they can prepare written bids for the Corporations to review.]
- [e. Corporation. A fire or rescue Corporation established in the County, authorized to provide firefighting, rescue, or emergency medical services.]
- b. **County-Purchased Vehicle.** A vehicle titled to Montgomery County, whose acquisition and support costs, including vehicle insurance, fuel, maintenance, repairs and rehabilitation, are provided entirely by County tax funds.
- c. **County-Tax Supported Vehicle.** A vehicle titled to Montgomery County, whose support costs, including vehicle insurance, fuel, maintenance, repairs, and rehabilitation are provided by County tax funds.
- [f. Department. The Department of Fire and Rescue Services.]
- d. **Leased/Contract Vehicles.** A vehicle leased to MCFRS for a specific time period, upon loan terms or a contract.
- e. **Local Fire and Rescue Department (LFRD).** An individual fire or rescue corporation authorized under Montgomery County Code Sec. 21-5 to provide fire and rescue services.

- f. **LFRD-Purchased Vehicle.** A vehicle purchased and owned by an LFRD, whose costs, including vehicle insurance, fuel, maintenance, repairs and rehabilitation, are provided with non-tax funds.
- g. **LFRD Representative.** The authorized representative, if any, designated by a local fire and rescue department under Sec. 21-6 of the County Code.
- h. **MCFRS.** Abbreviation for the Montgomery County Fire and Rescue Service.
- i. **MCFRS Support Vehicle.** A County-purchased vehicle or County tax-supported vehicle, including passenger or light-duty utility vehicles weighing less than 10,001 lbs Gross Vehicle Weight. These vehicles include command and staff vehicles.
- [g]i. **Personnel.** [All members of the fire and rescue service, including DFRS employees and Corporation members and employees.] For the purpose of this policy, the term "personnel" includes all MCFRS administrative and IECS-certified operational personnel who are authorized to operate MCFRS or LFRD vehicles.

Section 4. **Policy.** The Fire [and Rescue Commission] Chief is authorized by Montgomery County Code Sec. 21-[4-B(e)]3 to establish policies for the appropriate purchase, distribution, assignment, accountability, and use [,and accountability] of [three separately-funded resources for] **MCFRS support vehicles** [and emergency support vehicles]. These vehicles may be [owned by] titled either to the County[, owned by a Corporation and maintained with tax funds, or owned and maintained solely by an independent Corporation with non-tax funds] or to an **LFRD**. Appropriate provisions of this Policy also apply to vehicles leased by the County.

[The approving agency may set more restrictive vehicle policies than those adopted by the Fire and Rescue Commission.]

MCFRS vehicle operators and passengers must comply with all Maryland State Motor Vehicle laws, and MCFRS policies and regulations, including the mandatory requirement to wear seat belts at all times when a vehicle is in motion.

Section 5. **Procedures.**

- a. **VEHICLE ASSIGNMENTS AND REPLACEMENT.** [Corporation-assigned support vehicle complements should include a vehicle for daily administrative and operational activities (e.g., a utility vehicle), one vehicle assigned to the chief (usually an automobile), and one duty vehicle for use by the on-duty volunteer command officer. Additional support vehicles may be assigned to a Corporation based on its specific needs, e.g., a mechanic's vehicle for each Corporation with a Commission-approved, civilian staffed vehicle maintenance shop; an additional administrative vehicle for Corporations with three or more stations; and an additional support vehicle for each Commission-authorized specialty service (boat tenders, paramedic chase cars, etc.). Department support vehicles must

be assigned in accordance with established Fire and Rescue Commission and/or Department policies.] The Fire Chief is responsible for assigning all **MCFRS support vehicles**, and will replace those vehicles as funding is made available. The **LFRD** Chief is responsible for assigning **LFRD-purchased vehicles**, and must notify the Fire Chief of the name(s) of the individual(s) to whom the vehicle(s) are assigned.

1. [Requests for agency-assigned support vehicles or assigned emergency support vehicles with are maintained by tax funds must be made through Department division heads or bureau chiefs, or the Corporation department head to the Department director, or Fire and Rescue Commission Chair, as appropriate.] Requests for the assignment or reassignment of **MCFRS support vehicles** must be made to the Fire Chief.
2. [The Corporation must purchase tax-funded support vehicles through a competitive bid process with at least three written bids being obtained, if possible. If three written bids cannot be obtained, or there is sufficient justification for sole source procurement, these should be documented by the Corporation chief or president and become part of the purchase record. These vehicles will be titled to Montgomery County.] All **MCFRS support vehicles** will be titled to Montgomery County. **LFRD** support vehicles purchased with "508" Funds may be titled to the **LFRD** and may receive County funding for maintenance, fuel, and insurance, if approved by the Fire Chief.
3. [The Commission will establish a single level of tax funding that will provide for the purchase of a passenger-type vehicle, e.g., an automobile, carryall, pickup truck, van, etc. The Corporation may select the style of support vehicle it wishes to purchases as a replacement within that level of funding. Any additional costs incurred with the purchase of a support vehicle will be paid with non-tax funds.] **LFRD** vehicles that are purchased, titled and owned by the **LFRD** and whose costs, including vehicle insurance, fuel, maintenance, repairs and rehabilitation, are provided with non-tax funds.
4. The [Corporations will] **LFRD representative** or **LFRD** Chief must inform and coordinate with the [Department] Fire Chief or designee to obtain new vehicle title, registration, and insurance[.] for **LFRD-purchased vehicles**. [Vehicles purchased with tax funds (508 funded vehicles excluded) must be titled and registered to Montgomery County.]
5. [Generally, County-provided, Corporation-assigned support vehicles will be considered for replacement when mileage reaches 80,000 miles, in conjunction with an evaluation of the vehicle's general condition performed by the Department's Technical Resources Section, at the request of the Corporation (usually as part of the budget process).]

MCFRS Fleet Section staff will evaluate the general condition of MCFRS support vehicles in considering their replacement.

6. [Corporation-purchased support vehicles that replace County-provided support vehicles will be insured, operated, maintained, and radio-equipped with County tax funding, only with the Commission's approval. Such approval is required before purchase.] **LFRDs must not purchase additional vehicles that exceed the authorized complement (attached) without the written approval of the Fire Chief.**
 - [7. Corporation-purchased support vehicles that are in addition to the County-provided support vehicle fleet must be insured, operated, maintained, and radio-equipped at the Corporation's expense, without the use of tax funds.]
- b. **VEHICLE USE.** [1. Emergency vehicle operators using assigned emergency support vehicles must be available to respond to incidents in a timely and responsible manner. 2.] The use of all tax-funded and tax-supported vehicles is subject to the conditions below.
- [A.]1. Local [daily] official business travel use is authorized anywhere within [the] Washington, D.C./[Baltimore SMSA], Maryland, and Virginia.
 - [B.]2. Non-local travel is authorized [within the State] by County policy and the Fire Chief for **personnel** acting as approved official representatives at meetings, conventions, conferences, or [association] functions. [Any other non-local travel must be authorized by the Chair of the Fire and Rescue Commission, the Department Director or Corporation authorities, for their respective personnel.]
 - [C.]3. [Personnel may use agency-assigned support vehicles and/or assigned emergency support vehicles when traveling to and from duty assignments within Montgomery County, if approved by their Corporation or the Department.] Any other use of **MCFRS support vehicles** outside of Montgomery County, Maryland, must be approved by the Fire Chief.
 - [D. The use of vehicles out side of Montgomery County for travel to and from duty assignments must be approved by the Corporation president or chief, and by the Chair of the Fire and Rescue Commission or the Department Director.]
- c. **VEHICLE INSURANCE.** All MCFRS vehicles must be insured through the MCFRS insurance policy.
- [c]d. **VEHICLE OPERATORS.**
1. [Operators of emergency response vehicles who are certified in accordance with the Fire and Rescue Commission's *Emergency Vehicle*

Driver Training/Certification Policy and the Integrated Emergency Command Structure may operate vehicles in an emergency response mode.] **MCFRS** administrative **personnel** may operate vehicles **only** in non-emergency response mode.

2. [All occupants must wear seat belts when the vehicle is in motion.] Vehicle operators must wear appropriate apparel that projects a favorable image of the fire and rescue service.
- [3. Operators of any fire and rescue service vehicle should stop and assist any citizen who either appears to need or requests assistance. Personnel should take precautions to assure their personal safety in such situations.]
3. In accordance with County Administrative Procedure, *Assignment and Use of County Vehicles*, Sections 1-4:
 - A. Personnel must **not** use County-purchased vehicles while engaged in or attending any political or partisan activity. Such activities include rallies, caucuses, promotional events, political speeches, and fund raisers, and driving individuals to the polls for a candidate or party.
 - B. Personnel **may** use County-purchased vehicles to attend official County government activities, or while on official County business, as stipulated in this policy.
4. [Vehicle operators must wear appropriate attire to project a favorable image for the fire and rescue service.] Personnel **must not** operate any vehicle if they have used or ingested any substance that may impair their ability to drive, as defined in MCFRS *Code of Ethics and On-Duty Personal Conduct*, and County policy. Personnel must also comply with the requirements below.
 - A. Personnel who, while operating a County-owned, LFRD-owned, or County-leased/contracted vehicle are stopped by a police officer on suspicion of driving or attempting to drive the vehicle under the influence of alcohol, and are requested by the police officer to submit to a breathalyzer test for alcohol concentration, must:
 - i. submit to the test; and
 - ii. report the results of the test to their supervisor on the next business day following the test if the results of the test indicate a blood alcohol level of .02 or higher.
 - B. Personnel who refuse to submit to a breathalyzer test must report this refusal to their supervisor on the next business day following their detention by the police officer.

5. [Personnel must not use agency vehicles owned by Montgomery County Government or maintained in whole or in part with County tax funds while they are engaged in political activities that are not part of their official duties.] Personnel must ensure that the **MCFRS support vehicle** is returned to the **MCFRS** Chief not later than the next business day following the individual's detention/arrest by a police officer.
6. [Personnel must not operate any vehicle if they have used or ingested any substance that may impair their ability to drive.] Personnel must ensure that an **LFRD-purchased vehicle** is returned to the **LFRD** Chief not later than the next business day following the individual's detention/arrest by a police officer.
7. Personnel must *not* install or have installed any equipment in an **MCFRS support vehicle** without the prior written approval of the Fire Chief or designee.
8. The cost to remove existing and approved personally-owned and purchased equipment from an **MCFRS support vehicle** will be at the individual's expense.
9. No provision in this Policy may be interpreted to preclude the Fire Chief from authorizing the temporary use of a **MCFRS support vehicle** on a take-home basis for **personnel** whose duties include emergency stand-by or call back status.

Section 6. **Responsibility.** All **MCFRS personnel** must follow established procedures for the assignment and use of fire and rescue **support vehicles**.

- a. The Fire [and Rescue Commission will administer this policy for Corporation requests] Chief must review requests for the use and replacement of **MCFRS support vehicles** and may deny the request.
- b. [The Department Director will administer this policy for Department requests.] The Fire Chief must ensure that all **MCFRS** operational and administrative personnel follow established procedures for the assignment and use of **MCFRS support vehicles**.
- c. [The Corporation department head will administer this policy for Corporation-funded vehicles.] **MCFRS personnel** must follow Montgomery County Procurement Regulations when purchasing **LFRD** vehicles with County tax funds.
- [d. The Fire and Rescue Commission, Department Director, or Corporation department head must review requests for vehicle use and may:]

- [1. deny the request;]

- [2. approve the use of a vehicle from the County's motor pool;]
- [3. assign an agency-assigned support vehicle; or]
- [4. assign an assigned emergency support vehicle.]
- [e. The Fire and Rescue Commission must provide fair and equitable oversight for the application of this policy.]

Section 7. **Enforcement.** Failure to follow this policy may subject **MCFRS personnel** [or Corporations] to an administrative review and/or disciplinary action by the Fire [and Rescue Commission, the Department Director, or the Corporation department head, as appropriate.] Chief, in compliance with applicable collective bargaining agreements.

The Fire [and Rescue Commission, Department Director, or Corporation department head] Chief, for cause, may [also discipline,] suspend or revoke vehicle use privileges and/or driving privileges [for cause, or] at [their] his/her sole discretion [for their respective staff and vehicles].

Section 8. **Effective Date.** This policy is effective on

Approved:

Richard R. Bowers, Fire Chief
Montgomery County Fire and Rescue Service

Date

assignmt-use f-r support vehicles mark-up 1-11-11 wp bf

DRAFT LFRD SUPPORT VEHICLE LISTING

12/12/10

CORP	UNIT_ID	TYPE	YEAR	MAKE	MODEL	VIN	OWNER	COR_INS	STOCK
1	U016	SUP	1996	FORD	SERVICE TRUCK	2F0KF38F5TCA61791	MCG		7961791
1	K014	SUP	1998	FORD	EXPEDITION	1FMRU18W2WLB53928	MCG		7983928
1	K011	SUP	1999	FORD	CROWN VICTORIA	2FAFP71W5XX110152	MCG		7996152
1	K012	SUP	2000	FORD	EXPEDITION	1FMRU1667YLB87790	MCG		7007790
1	K016	SUP	2004	FORD	EXPEDITION	1FMFU16W84LB73642	COR		7043642
1		SUP	2007	FORD	EXPEDITION	1FMUFU165X7LA11177	COR		7071177
1		SUP	2009	DODGE	CHARGER	2R3KA43T79H590274	COR		7090274
2		SUP	1998	FORD	EXPLORER	1FMZU34E9WUA65736	MCG	TRUE	7066736
2		SUP	2002	FORD	CROWN VICTORIA	2FAFP71WX2X112767	COR		7022767
2		SUP	2005	CHEVROLET	TAHOE	1GNEK13V15J251552	MCG		7051552
2		SUP	2008	CHEVROLET	PICKUP TRUCK	2GCEK13Z0B1311327	COR	TRUE	706XXXX
2		SUP	2007	CHEVROLET	TAHOE	1GNFK13057R314696	COR	TRUE	7074696
3	K035	SUP	1995	GMC	SUBURBAN	1GDF1K0K75J700075	COR	TRUE	7950075
3		SUP	1996	FORD	VAN	1FTFE24H7THB11593	MCG		7961593
3		SUP	1996	FORD	VAN	1FBHE31H8THB06006	MCG		7966006
3		SUP	1998	FORD	EXPEDITION	1FMRU18W4W1R53929	MCG		7983929
3	U033	SUP	1997	FORD	PICKUP TRUCK	1FTHE25HXVCA62610	COR		7972610
3		SUP	1999	GMC	SERVICE TRUCK K3500	1GQJK34R4XF003592	MCG		7993592
3		SUP	1999	CHEVROLET	TAHOE	1GNEK13R1XJ503628	COR	TRUE	7993628
3		SUP	1999	CHEVROLET	TAHOE	1GNEK13R6XJ504483	COR	TRUE	7994483
3		SUP	2001	CHEVROLET	TAHOE	1GNEK13T01R177339	COR		7017339
3		SUP	2004	CHEVROLET	TAHOE	1GNEK13V14J268110	COR	TRUE	7048110
3		SUP	2008	CHEVROLET	TAHOE	1GNFK03098R171232	COR	TRUE	7081232
3		SUP	2008	CHEVROLET	TAHOE	1GNFK03038R171727	COR	TRUE	7081727
3		SUP	2008	CHEVROLET	PICKUP TRUCK	1GCHK33K48F224358	MCG		7084358
3		SUP	2009	CHEVROLET	EXPRESS VAN	1GACG25K391167176	COR		7097176
3		SUP	2010	CHEVROLET	TAHOE	1GNUKAE05AR149261	COR		7109261
4		SUP	1996	CHEVROLET	P/U TRUCK	1GCHK33JF9T018951	MCG		7968951
4	TRL	SUP	1995	CALKINS	BOAT TRAILER	1CXBT1013SSJ02016	MCG		7952016
4		SUP	1999	FORD	EXPEDITION	1FMRU1861XLC04384	COR		7994384
4		SUP	2003	CHEVROLET	TAHOE	1GNEK13Z0X3J301087	COR		7031087
4		SUP	2007	CHEVROLET	TAHOE	1GNFK03097R409594	COR		7079594
4		SUP	2007	CHEVROLET	TAHOE	1GNFK030X7R408541	COR		7078941
4		SUP	2009	CHEVROLET	TAHOE	1GNFK13009R272246	COR		7092246
4		SUP	2011	CHEVROLET	PICKUP TRUCK	1G04K2CGX8F145006	COR		7115006
4		SUP	2011	CHEVROLET	PICKUP TRUCK	1GCK4KZCG9BF146633	COR		7116633

Attachment

DRAFT LFRD SUPPORT VEHICLE LISTING

12/12/10

4		SUP	2009 TEM-TRAIL TRAILER	1T0FS142X9S281113	COR		7091113
5	K211	SUP	1990 FORD SERVICE TRUCK	1FDKF38M4LNA80292	MCG		7900292
5	U05	SUP	1996 CHEVROLET P/U TRUCK	1GCHK33F31F018699	MCG		7968699
5	K051	SUP	1996 FORD CROWN VICTORIA	2FALP71W5TX186280	MCG		7968280
5	M05	SUP	1997 FORD VAN	1FBHE37L9VHB34114	MCG		7974114
5		SUP	1998 FORD EXPEDITION	1FMRU18W6WLB88E11	MCG		7986611
5	C052	SUP	1998 GMC YUKON	1GKEK13R4WJ709330	COR	TRUE	7989330
5		SUP	1999 CHEVROLET LUMINA	2G1WL52M3X9116885	COR	TRUE	7996686
5		SUP	2000 CHEVROLET PICKUP TRUCK	1GBJK34RXYF520051	MCG		7000051
5		SUP	2000 FORD EXPEDITION	1FNPU18L31L886505	COR	TRUE	7006505
5		SUP	2001 DODGE CARAVAN		COR		
5		SUP	2003 CHEVROLET TAHOE	1GNLK13Z96J153177	COR		7063177
5		SUP	2009 CHEVROLET SUBURBAN	1GN6K46K19R136873	COR	FALSE	7096873
6	TRL	SUP	1990 HAULMARK TRAILER	16HGB2432LH012687	COR		7902687
6		SUP	1998 CHEVROLET BLAZER	1GNDT13W8WK247849	MCG		7987849
6		SUP	1998 CHEVROLET BLAZER	1GNDT13W0WK245979	MCG		7985979
6	MECH	SUP	2000 FORD SERVICE TRUCK	1FDXF47F6YEA43623	MCG		7003623
6		SUP	2000 FORD PICKUP TRUCK	1FTNX21LXYEC84595	MCG		7004595
6		SUP	2003 CHEVROLET TAHOE	1GNEK13V33J297252	COR		7037252
7		SUP	1997 CHEVROLET PICKUP TRUCK	1GCGK24F5VZ199259	MCG		7979259
7		SUP	1997 OLDSMOBILE BRAVADA	1GHDT13W8V2711447	MCG		7971447
8	MECH	SUP	1995 CHEVROLET PICKUP TRUCK	1GBHK34F0TE259080	MCG		7969080
8		SUP	1998 CHEVROLET VAN	1GCGG25F2W1044278	MCG		7984278
8		SUP	2001 DODGE PICKUP TRUCK	3B7KF23Z81G201011	MCG		7011011
8		SUP	2007 FORD EXPEDITION	1FMFU16527LA10072	COR		7070072
8		SUP	2008 FORD	1FTXW43R78EB05261	COR		7085261
8		SUP	2007 FORD EXPEDITION	1FMFU16577LA65598	COR		7075598
8		SUP	2010 LARK UNITED TRAILER	5RTBE1421AD017695	COR		7107695
9	U09	SUP	1996 CHEVROLET PICKUP TRUCK	1GCHK34FXT259632	MCG		7963602
9	K091	SUP	1997 CHEVROLET TAHOE	3GNEK1BR4VG126817	MCG		7976817
9	TRL	SUP	1998 WATERMAN WEDLING TRAILER	1W8UF1215WK640001	MCG		7980001
9	K092	SUP	1999 CHEVROLET TAHOE	3GNEK1BR2XC231567	MCG		7991567
9		SUP	2000 CHEVROLET LUMINA	2G1WL52J5Y1355384	COR	TRUE	7005384
9		SUP	2002 CHEVROLET TAHOE	1GNEK13V22J312007	COR	TRUE	7022807
9		SUP	2005 CHEVROLET TAHOE	1GNEK14V75R175270	COR		7058270
9	TRL	SUP	1998 CDX TRAILER	?	COR		798XXXX
10	TRL	SUP	1993 YANKEE TRAILER	XABT3930	MCG		7938930

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10	TRL	SUP	1987 CALKINS TRAILER	1CXBA1611H1S720678	MCG		7870678
10	TRL	SUP	1993 HOMEMADE TRAILER	AC175985MD	MCG		79385MD
10	TRL	SUP	1987 TRAILER	1G9F51212G1061005	COR		7871005
10	TRL	SUP	1997 HOMEMADE TRAILER	UTT17457	MCG		7977457
10	TRL	SUP	2000 WATERMAN WELDING TRAILER	1W9UF1214YK304012	MCG		7004012
10	TRL	SUP	1988 EZ LOADER TRAILER	12E1DB513KD021895	COR		7881895
10	TRL	SUP	2003 QUALIFIER TRAILER	4X4TSD203N037843	COR	FALSE	7037843
10	TRL	SUP	2004 SYNOCR AIRBOAT TRAILER	1S9BS24284M570054	COR		7040054
10	K301	SUP	2006 DODGE PICKUP TRUCK	3D31X39CX6G216960	COR		7066960
10	K101	SUP	2006 DODGE PICKUP TRUCK	3D3LX39C16G216961	COR		7066961
10	L10	SUP	2006 DODGE	3D3LX38C56G275092	COR		7065092
10		SUP	2007 CHEVROLET SUBURBAN	3GNGK26K97G234891	COR		7074891
10		SUP	2000 FORD PICKUP TRUCK	1FTSX21509EA12692	COR		7092692
11		SUP	1992 JEEP CHEROKEE	1J4FJ58S7NL216343	COR	TRUE	7926343
11		SUP	1997 CHEVROLET PICKUP TRUCK	1GCGK29R7VE269418	MCG		7979418
11		SUP	1999 CHEVROLET TAHOE	1GNEK13R9XJ407246	MCG		7997246
11		SUP	2000 FORD CROWN VICTORIA	2FACP71W3YX161351	MCG		7001351
11		SUP	2001 CHEVROLET PICKUP TRUCK	1GBHK24181E295109	COR		7015109
11	TRL	SUP	1999 JOHN DEERE TRAILER	4JAUS1628XG000023	COR		7990023
11		SUP	2009 CHEVROLET TAHOE	1GNFK23089R264479	COR		7094479
12		SUP	1997 CHEVROLET PICKUP TRUCK	1GCHK33R3VF043776	MCG		7972776
12		SUP	2005 CHEVROLET TAHOE	1GNEK13Z25J185239	COR		7055239
12		SUP	2007 CHEVROLET TAHOE	1GNFK13057R346712	COR		7076712
12		SUP	2008 CHEVROLET TAHOE	1GNFK130X8R276643	COR		7086643
13		SUP	1996 CHEVROLET BLAZER	1GND113W9T2257043	MCG		7967043
13		SUP	2000 CHEVROLET PICKUP	1GCGK24R5YR183862	MCG		7003862
13		SUP	2000 CHEVROLET IMPALA	2G1WFS2E7Y9172552	COR	TRUE	7002552
13		SUP	2006 CHEVROLET	1GNEK13Z25J152362	COR		7062362
13		SUP	2008 CHEVROLET TAHOE	1GNFK1303BR203940	COR		7083940
13		SUP	2010 CHEVROLET TAHOE	1GNUMAE01AR216816	COR		7106616
14		SUP	1996 CHEVROLET BLAZER	1GND113W7T2257395	MCG		7967395
14		SUP	1996 FORD CROWN VICTORIA	2FALP71W9TX186279	MCG		7966279
14		SUP	1996 GMC PICKUP TRUCK	1GTGK24R5TZ543194	MCG		7963194
14	TRL	SLP	1997 SHOR' LANDER	1MDCZFR11VA930169	MCG		7070169
14		SLP	1999 CHEVROLET TAHOE	1GNEK13R8XR136773	MCG		7995773
14	TRL	SUP	0 TRAILER FOR DEMAREE BOAT	?	COR		7XXXXXX
14		SUP	2007 CHEVROLET SUBURBAN	3GNGK26KX7G265504	MCG		7075604

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14		SUP	2009 CHEVROLET SUBURBAN	1GN GK46K29R272512	COR		7092512
15	K154	SUP	1998 CHEVROLET P/U TRUCK	1GCHK33F0TF018823	MCG		7988823
15		SUP	1999 CHEVROLET PICKUP	1GCGT19W4XK169428	COR	TRUE	7999488
15		SUP	2006 CHEVROLET TAHOE	1GNLK13T96R144797	MCG		7064797
15		SUP	2008 CHEVROLET TRAILBLAZER	1GNDT135082131125	COR	TRUE	7081125
15		SUP	2008 CHEVROLET TRAILBLAZER	1GNDT135X82131004	COR	TRUE	7081004
15		SUP	2008 CHEVROLET TRAILBLAZER	1GNDT13S582137610	MCG		7087616
15		SUP	2010 FORD PICKUP TRUCK	1F1TW3B642EB55349	COR	TRUE	7108349
15		SUP	2010 FORD PICKUP TRUCK	1FTBW360BEB58350	COR	TRUE	7108350
17		SUP	1998 GMC PICKUP TRUCK	1GTGK29F4WE557095	MCG		7987095
17		SUP	2000 CHEVROLET BLAZER	1GNDT13W9YK267210	MCG		7007210
17	TRL	SUP	1999 BIG 'T' TRAILER	4K2PX1824X1H41176	COR	TRUE	7991176
17	TRL	SUP	2002 BRMC TRAILER	1B9G3081021510243	COR	TRUE	7020243
17		SUP	2000 FORD EXPEDITION	1FMRU1664YLC37593	COR	TRUE	7007593
17	TRL	SUP	2003 HAULWAY TRAILER	15HG324223P030829	COR	TRUE	7030829
17		SUP	2006 CHEVROLET SUBURBAN	3GN GK28U40G226939	MCG	FALSE	7066939
17		SUP	2007 FORD EXPEDITION	1FMPU16587LA72088	COR	TRUE	7072088
17		SUP	2003 CHEVROLET TAHOE	1GNEK13Z93J239729	COR	TRUE	7039729
29		SUP	1996 CHEVROLET P/U TRUCK	1GCHK33F7TF018504	MCG		7968804
29		SUP	1999 FORD EXPEDITION	1FMPU18L9XLC08969	MCG		7998969
29	K263	SUP	1999 FORD EXPEDITION	1FMPU18L5XLC08970	COR		7998970
29		SUP	2001 FORD CROWN VICTORIA	2FALP71W31X196820	COR		7016820
29		SUP	2007 CHEVROLET SUBURBAN	3GN GK26K67G275608	COR		7075608
R1		SUP	1995 FORD CROWN VICTORIA	2FALP71WGSX171530	COR	TRUE	7951530
R1		SUP	1999 CHEVROLET SUBURBAN	3GN GK26R4XG158963	COR	TRUE	7998963
R1		SUP	1999 CHEVROLET VAN	1GAHG39J1X1129440	COR	TRUE	7999440
R1		SUP	2002 CHEVROLET TAHOE	1GNEK13V32J309575	COR	TRUE	7029575
R1		SUP	1999 CHEVROLET PICKUP TRUCK	1GCGK24R8XR709603	COR	TRUE	7999603
R1		SUP	2005 CHEVROLET TAHOE	1GNEK13V35J188129	COR	TRUE	7058129
R1		SUP	2007 CHEVROLET TAHOE	1GNFK03077R411991	COR	TRUE	7071991
R2		SUP	1990 BITE TRAILER	1GVAN1019LOB35031	COR		7905031
R2		SUP	1999 FORD PICKUP TRUCK	1FTZF1729XNA69270	COR		7999270
R2		SUP	2002 FORD EXPLORER	1FMZU72E82A33011	COR		7023011
R2		SUP	2003 FORD CROWN VICTORIA	2FALP71W83X106838	COR		7036838
R2		SUP	2005 FORD EXPEDITION	1FMPU16585LA93542	COR		7053542
R2		SUP	2003 PACE AMERICAN TRAILER	40LUB14243P093110	COR		7033110

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- (b) *Vacancy.* Any vacancy on the Commission must be filled as provided in subsection (a). If in the case of an unscheduled vacancy the Executive requests a list under subsection (a) from the appropriate organizations and does not receive a list of at least 5 candidates within 15 days, the Executive may appoint a qualified person without explaining why no person was selected from a list. A replacement member serves for the remainder of the original term.
- (c) *Compensation.* A Commission member is not entitled to compensation for service on the Commission. Each Commission member must be reimbursed for reasonable travel and dependent care expenses, as appropriated in the operating budget.

(d) *Duties, responsibilities and authority.*

- (1) The Commission must recommend how the County can:
- (A) achieve and maintain effective, efficient, and equitable fire, rescue, and emergency medical services County-wide, and
 - (B) improve the policy, planning, and regulatory framework for all fire, rescue and emergency services operations.
- (2) The Commission must meet at least monthly, and may meet at other times at the call of the chair or a majority of its members.
- (3) The Commission, in addition to any other functions assigned by law or regulation, may:
- (A) advise the Fire Chief, County Executive, and County Council on any matter relating to fire, rescue and emergency medical services, and review the performance of the County Fire and Rescue Service and any action taken or policy adopted by the Service;
 - (B) advise the Chief, Executive, and Council on County-wide policies, standards, procedures, plans, and programs that should apply to all fire, rescue, and emergency services operations;
 - (C) review and make recommendations regarding the master plan for fire, rescue, and emergency medical services as provided in Section 21-12;
 - (D) recommend and comment on legislation, regulations, and policies that apply to or affect the Fire and Rescue Service;
 - (E) review and recommend any appropriate changes in communications and dispatch procedures for emergency communications centers;

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- (F) recommend guidelines for curriculum and programs of the Public Safety Training Academy and other training programs for fire and emergency services employees and volunteers;
 - (G) recommend to the Chief, Executive, and Council a benefits program to provide financial protection for volunteers and their families if a volunteer becomes injured, disabled, or dies in the line of duty;
 - (H) after consulting the LFRD representative, recommend to the Chief, Executive, and Council policies and programs to recruit and retain volunteers; and
 - (I) promote coordination with other County-wide, regional, state, and national emergency management agencies and activities.
- (4) The Commission must review and may approve or disapprove any generally applicable Fire and Rescue Service policy or regulation proposed by the Fire Chief, including any regulation that may be issued by the Executive under this Chapter. Before taking any action under this paragraph, the Commission must give the Fire Chief, LFRD representative, employee organization, and the public a reasonable opportunity to comment. If the Commission does not approve or disapprove a proposed policy within 60 days after receiving it from the Chief, the policy is automatically approved. If the Commission does not approve or disapprove a proposed regulation within 60 days after receiving it from the Chief, the regulation is automatically transmitted to the Executive for review. This paragraph does not apply to:
- (A) any decision expressly assigned to another person or body by this Chapter; or
 - (B) any individual personnel action.
- (e) *Meeting with Executive.* The Commission must meet with the Executive or the Chief Administrative Officer periodically to discuss matters under the Commission's purview.
- (f) *Annual report.* The Commission must forward to the Executive and Council an annual report describing Commission recommendations and activities.
- (g) *Removal.* The Executive, with the approval of the Council, may remove any Commission member for cause. (1980 L.M.C., ch. 64 §3; 1982 L.M.C., ch. 43, §3; 1984 L.M.C., ch. 24, §22; 1987 L.M.C., ch. 42, §1; 1988 L.M.C., ch. 14, §3; 1998 L.M.C., ch. 4, § 1; 2004 L.M.C., ch. 5, § 1; 2009 L.M.C., ch. 5, § 1.)



MONTGOMERY CO VOLUNTEER FIRE RESCUE ASSOCIATION

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MARCINE D. GOODLOE, PRESIDENT
ERIC N. BERNARD, EXECUTIVE DIRECTOR

MEMORANDUM

January 19, 2011

TO: Public Safety Committee, Montgomery County Council

FROM: Marcine D. Goodloe, President, MCVFRA

SUBJECT: Comments on Development of Policy Titled Assignment and Use of Fire and Rescue Support Vehicles

The MCVFRA appreciates the opportunity to comment on the Development of Policy Titled Assignment and Use of Fire and Rescue Support Vehicles. We acknowledge the cooperation of Chief Bowers in working with the volunteers to update this policy and discuss the use of vehicles overall. We have been working cooperatively with the Chief for well over 18 months. We have gone through 7 revisions in this timeframe and written dozens of pages of comments and had an equal number of meetings with the Chief and other fire and rescue leaders.

Even with the considerable amount of time and effort expended by all parties, there is work left to be done so that we have a policy that recognizes the combined volunteer-career service and provides equity and some reasonable authority to the local volunteer fire and rescue department heads.

The unique nature of providing emergency services requires that appropriate support vehicles be available for immediate response. Support vehicle must be consistent with the nature and needs of the service regardless of who purchased the vehicle. The appropriate distribution, assignment, use, and accountability for the vehicles must also be fair and equitable and comply with all County policies and provisions.

One of our greatest concerns is with the new requirement of this revised policy that all vehicles purchased with volunteer funds be titled to Montgomery County if it is to be tax supported. We find no rationalization or need for this provision. We have found no other such requirement to transfer ownership of any property because it is supported with tax dollars anywhere in the County, State or any other combination fire and rescue service. The County has provided no explanation for the need of such a provision and has been unwilling to remove it from the drafts we have been working on together.

Section 5 Procedures, A-2 *"All MCFRS support vehicles will be titled to Montgomery County. LFRD support vehicles purchased with "508" Funds may be titled to the LFRD and may receive County funding for maintenance, fuel and insurance, if approved by the Fire Chief."*

The MCVFRA acknowledges that the Fire Chief has ultimate authority in the service. However, we believe that this authority should not infringe upon local volunteer fire and rescue departments internal processes or place unnecessary restrictions.

We believe the LFRD Department Head should have the right to determine the use of support and command vehicles outside of Montgomery County for travel to and from duty assignments as long as those decisions are based on the restrictions of use in the policy. We also believe that each LFRD Department Head should have the right to permit support and command vehicles to attend authorized LFRD official business or approved volunteer activities as long as they do not conflict with the policies restrictions. While we believe this is the intent in this policy as the LFRDs are part of the MCFRS and thus are conducting County business, we feel clarity is better than assumptions and that the current wording leaves this provision open for interpretation.

Section 5 Procedures, D-1-B *"Personnel may use County-purchased vehicles to attend official County government activities, or while on official County business, as stipulated in this policy."*

We believe that as long as a vehicle is paid for and maintained without tax funds that the LFRD while adhering to safety requirements and other operational response policies has the right to purchase additional vehicles without the Fire Chiefs approval.

There also does not seem to be any stated criteria for the replacement of vehicles and leaves it up to the discretion of DFRS staff that can easily be inconsistent in their determination without that stated criteria.

We will continue to work with Chief Bowers to develop a final version of this policy in a cooperative and timely manner.

MEMORANDUM

January 20, 2011

TO: Public Safety Committee

FROM: Essie McGuire, Legislative Analyst *McGuire*

SUBJECT: **ADDENDUM: Update – MCFRS Policy on Support Vehicles**

Montgomery County Fire and Rescue Service (MCFRS) provided the attached inventory of support vehicles associated with central MCFRS functions. Council staff understands that this inventory together with the LFRD inventory in the Committee packet comprise the authorized complement referenced in the support vehicle policy.

The attached inventory includes 121 vehicles. All are County owned and are supported with County tax funds. The vehicles are distributed as follows:

Assignment	# vehicles	Assignment	# vehicles
Administrative Services	1	Battalions	6
Code Enforcement	39	Community Relations	5
Duty Operations	7	EMS	6
Facilities	2	Fire & Explosive Investigations	15
Fire Chief's Office	3	Fleet	5
Fire and Rescue Occupational Medical Services (FROMS)	1	Information Technology	3
Investigative Programs	2	Labor Relations	2
Mail Courier	1	Operations	5
Pool Car	2	Pub. Safety Communications Ctr	2
Pub. Safety Training Academy	4	Public Information Officer	1
Recruiting	1	Risk Reduction & Training	1
Safety	2	Self-Contained Breathing Apparatus Shop	1
Scheduling	1	Senior Safety Program	1
Special Operations	1	Volunteer Services	1

MCFRS confirms that there are no support vehicles associated with MCFRS stations Kingsview #22, Milestone #34, and Clarksburg #35.

County-Owned Support Vehicles for the MCFRS

STOCK	AGENCY	ASSIGNMENT	YEAR	MAKE	MODEL
031453	4540100	ADMINISTRATIVE SERVICES - D/C	2003	FORD	CROWN VIC
098277	4560400	BATTALION	2009	GMC	YUKON XL
098276	45606XX	BATTALION 1	2009	GMC	YUKON XL
098275	45606XX	BATTALION 2	2009	GMC	YUKON XL
079191	45606XX	BATTALION 3	2007	CHEVROLET	SUBURBAN
051405	45606XX	BATTALION 4	2005	CHEVROLET	SUBURBAN
098278	45606XX	BATTALION 5	2009	GMC	YUKON XL
001458	4520503	CODE ENFORCEMENT	2000	FORD	CROWN VIC
001415	4520503	CODE ENFORCEMENT	2000	FORD	CROWN VIC
031454	4520503	CODE ENFORCEMENT	2003	FORD	CROWN VIC
041418	4520503	CODE ENFORCEMENT	2004	FORD	CROWN VIC
041419	4520503	CODE ENFORCEMENT	2004	FORD	CROWN VIC
041611	4520503	CODE ENFORCEMENT	2004	CHEVROLET	CAVALIER
041627	4520503	CODE ENFORCEMENT	2004	CHEVROLET	CAVALIER
051409	4520503	CODE ENFORCEMENT	2005	CHEVROLET	BLAZER
068190	4520503	CODE ENFORCEMENT	2006	CHEVROLET	TRAILBLAZE
061817	4520503	CODE ENFORCEMENT	2006	CHEVROLET	TRAILBLAZE
061837	4520503	CODE ENFORCEMENT	2006	CHEVROLET	TRAILBLAZE
079160	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
079161	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
079162	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071872	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071856	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071821	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
079165	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
079164	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071482	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071484	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071486	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071481	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071480	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071477	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071470	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071467	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
071471	4520503	CODE ENFORCEMENT	2007	CHEVROLET	TRAILBLAZE
088295	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088293	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088294	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088292	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088296	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER

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088291	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088290	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088289	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088288	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
088287	4520503	CODE ENFORCEMENT	2008	FORD	EXPLORER
081413	4520503	CODE ENFORCEMENT	2008	CHEVROLET	IMPALA
002051	4520202	COMMUNITY RELATIONS	2000	CHEVROLET	VAN
012077	4520202	COMMUNITY RELATIONS	2001	CHEVROLET	VAN
049412	4520202	COMMUNITY RELATIONS	2004	CHEVROLET	VAN
079163	4530401	COMMUNITY RELATIONS	2007	CHEVROLET	TRAILBLAZE
051412	4520202	COMMUNITY RELATIONS	2005	CHEVROLET	BLAZER
039155	4560100	DUTY OPERATIONS CHIEF	2003	FORD	EXPEDITION
078100	45606XX	DUTY OPERATIONS CHIEF	2007	FORD	EXPEDITION
039158	45606XX	DUTY OPERATIONS CHIEF - "A"	2003	FORD	EXPEDITION
039154	45606XX	DUTY OPERATIONS CHIEF - "B"	2003	FORD	EXPEDITION
039159	45606XX	DUTY OPERATIONS CHIEF - "C"	2003	FORD	EXPEDITION
039157	45606XX	DUTY OPERATIONS CHIEF - RELIEF	2003	FORD	EXPEDITION
078106	45606XX	DUTY OPERATIONS CHIEF - VDOC	2007	FORD	EXPEDITION
061437	4560200	EMS - A/C	2006	CHEVROLET	IMPALA
081444	4560200	EMS - B/C	2008	CHEVROLET	IMPALA
061465	4560200	EMS - QA	2006	CHEVROLET	IMPALA
039156	4560200	EMS DUTY SUPERVISOR	2003	FORD	EXPEDITION
068197	4560200	EMS DUTY SUPERVISOR	2006	FORD	EXPEDITION
068198	4560200	EMS DUTY SUPERVISOR	2006	FORD	EXPEDITION
071440	4540400	FACILITIES	2007	FORD	TAURUS
071448	4540400	FACILITIES	2007	FORD	TAURUS
039153	4520502	FIRE & EXPLOSIVE INVESTIGATION	2003	FORD	EXPEDITION
041403	4520502	FIRE & EXPLOSIVE INVESTIGATION	2004	DODGE	INTREPID
041404	4520502	FIRE & EXPLOSIVE INVESTIGATION	2004	DODGE	INTREPID
051425	4520502	FIRE & EXPLOSIVE INVESTIGATION	2005	CHEVROLET	SUBURBAN
067197	4520502	FIRE & EXPLOSIVE INVESTIGATION	2006	CHEVROLET	P/U
061438	4520502	FIRE & EXPLOSIVE INVESTIGATION	2006	FORD	CROWN VIC
081755	4520502	FIRE & EXPLOSIVE INVESTIGATION	2008	FORD	PICKUP TRK
081778	4520502	FIRE & EXPLOSIVE INVESTIGATION	2008	FORD	PICKUP TRK
081753	4520502	FIRE & EXPLOSIVE INVESTIGATION	2008	FORD	PICKUP TRK
036022	4520502	FIRE & EXPLOSIVE INVESTIGATION	2003	FORD	EXPEDITION
097150	4520502	FIRE & EXPLOSIVE INVESTIGATION	2009	FORD	PICKUP TRK
097152	4520502	FIRE & EXPLOSIVE INVESTIGATION	2009	FORD	PICKUP TRK
097151	4520502	FIRE & EXPLOSIVE INVESTIGATION	2009	FORD	PICKUP TRK
079187	4520503	FIRE & EXPLOSIVE INVESTIGATION - B/C	2007	CHEVROLET	TRAILBLAZE
081466	4520503	FIRE & EXPLOSIVE INVESTIGATIONS	2008	FORD	CROWN VIC

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078111	4510100	FIRE CHIEF	2007	CHEVROLET	TAHOE
051430	4510100	FIRE CHIEF XO - A/C	2005	FORD	CROWN VIC
019101	4510100	FIRE CHIEF'S OFFICE	2001	CHEVROLET	VAN
057124	4560400	FLEET	2005	CHEVROLET	PICKUP TRU
057125	4560400	FLEET	2005	CHEVROLET	PICKUP TRU
051428	4560400	FLEET	2005	FORD	CROWN VIC
061433	4560401	FLEET	2006	CHEVROLET	IMPALA
081400	4530100	FLEET - A/C	2008	CHEVROLET	IMPALA
061432	4530200	FROMS - B/C	2006	FORD	CROWN VIC
051427	4540300	INFORMATION TECHNOLOGY	2005	CHEVROLET	UPLANDER
089204	4540301	INFORMATION TECHNOLOGY	2007	CHEVROLET	UPLANDER
109234	4540301	INFORMATION TECHNOLOGY	2010	CHEVROLET	VAN
041416	4510200	INVESTIGATIVE PROGRAMS	2004	DODGE	INTREPID
071421	4510200	INVESTIGATIVE PROGRAMS	2007	CHEVROLET	IMPALA
081436	4540601	LABOR RELATIONS - A/C	2008	CHEVROLET	IMPALA
061434	4510100	LABOR RELATIONS - B/C	2006	CHEVROLET	IMPALA
099242	4540500	MAIL COURIER	2009	FORD	VAN
071457	4540602	OFC - POOL CAR	2007	FORD	TAURUS
031455	4560100	OPERATIONS	2003	FORD	CROWN VIC
051424	4560100	OPERATIONS	2005	FORD	CROWN VIC
061431	4560100	OPERATIONS	2006	FORD	CROWN VIC
051402	4560100	OPERATIONS - D/C	2005	CHEVROLET	TAHOE
099224	4560100	OPERATIONS - XO - B/C	2009	FORD	EXPLORER
071463	4560400	POOL CAR	2007	FORD	TAURUS
062015	4560300	PSCC	2006	CHEVROLET	VAN
081435	4560300	PSCC - B/C	2008	CHEVROLET	IMPALA
077198	4530300	PSTA	2007	CHEVROLET	PICKUP
072030	4530300	PSTA	2007	CHEVROLET	PASS. VAN
077188	4530301	PSTA	2007	CHEVROLET	P/U
081779	4530301	PSTA - A/C	2008	FORD	PICKUP TRK
051408	4520202	PUBLIC INFORMATION OFFICER	2005	CHEVROLET	BLAZER
051417	4520400	RECRUITING	2005	CHEVROLET	BLAZER
071476	4530000	RISK REDUCTION & TRNG SVCS - D/C	2007	CHEVROLET	TRAILBLAZE
099223	4530400	SAFETY - A/C	2009	FORD	EXPLORER
077187	4530402	SAFETY OFFICER - SHIFT	2007	CHEVROLET	P/U
072031	4530400	SCBA SHOP	2007	CHEVROLET	CARGO VAN
051411	45606XX	SCHEDULING	2005	CHEVROLET	BLAZER
091977	4520100	SENIOR SAFETY PROGRAM	2009	GMC	SAVANA
078132	4560501	SPECIAL OPERATIONS - A/C	2007	FORD	EXPEDITION
051410	4515100	VOLUNTEER SERVICES - D/C	2005	CHEVROLET	TAHOE

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